

Office of Water Meeting Request Form	
Request Status - This section is auto populated by the system	
Created by	Eisenberg, Mindy
Created	4/30/2020 5:55:34 PM
Request ID	81
Request status	Office Director Approved
Meeting details	
What is your role?	Division Director / Deputy
Requesting program office*	OWOW
Meeting title*	Discussion of Draft BA from Florida
Who is this for? *	<input checked="" type="checkbox"/> David Ross <input checked="" type="checkbox"/> Lee Forsgren <input checked="" type="checkbox"/> Owen McDonough
Purpose of the meeting Please note any urgency related to the meeting timeframe Example: Programmatic decision, presentation, informational update, engagement meeting, interagency meeting, etc...	Per Dave, obtain direction from AA and RA on EPA comments on draft biological assessment - need meeting to occur week of May 4 given timing to respond to Florida and Dave's interest in giving direction to staff
Information sharing <i>only</i> ? If yes, explain	No
Is a decision needed? If yes, explain	Yes Need direction from AA and RA on EPA comments so staff can move forward
Earliest date staff will be ready for this meeting by *	5/4/2020
Latest date meeting can happen by*	5/8/2020
Time needed for meeting*	45 minute
Other comments	
Required attendees*	Walker, Mary; Gettle, Jeaneanne; Allenbach, Becky; McGill, Thomas; Laycock, Kelly; Palmer, Leif; Ghosh, Mita; Hicks, Matt; Nagrani, Kavita; Calli, Rosemary; Goodin, John; McDavit, Michael W.; Hurl, Kathy; Eisenberg, Mindy; Fotouhi, David; Neugeboren, Steven; Wehling, Carrie; Kupchan, Simma; Wade, Alexis
Optional attendees	Aguirre, Janita; Santell, Stephanie
Non EPA attendees	
Send for review	
Next reviewer in chain of command i.e., for staff, select BC, for BC select DD, etc.	Goodin, John